3 DOI ON FY REPORT

SECRET
Classification

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100160003-7

REPORTS INVENTORY

CONTROL NO. SRB 001 C

PREPARE IN DUPLICATE

1. TITLE OF REPORT (If a fill-in report include Form No.)

AGENCY GRADE DISTRIBUTION/LOCATION

2. TYPE OF REPORT: ✓ STATISTICAL; NARRATIVE; MACHINE-NAME LISTING

3. FUNCTIONAL AREA: ✓ PERSONNEL; TRAINING; ADMIN. GENERAL; LOGISTICS; SECURITY; OTHER (specify); MEDICAL; FINANCE

4. NO. OF COPIES PREPARED: 2

5. FREQUENCY (weekly, monthly, quarterly, etc.): QUARTERLY

6. DISTRIBUTION (No. of components not number of copies): 1

7. FORMAT (memorandum, form computer print-out, etc.): FORM

8. ADP PROCESSING: ✓ NO; YES; IF YES GIVE ADP PROCESSING NO.

9. DIRECTIVE AUTHORITY REQUIRING REPORT: HR

10. PREPARING COMPONENT (Include lowest level contributing information to report): OP/CO/SRB

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.): 144 G+H

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-06-3	4.21		9.1		38.31		4		153.24

B. COSTS OF COMPUTER PRODUCED REPORTS

TOTAL COSTS PER YEAR: 153.24

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

This report is combined into the PSQSR which we have been phasing out during the past two years and are stopping as of 31 December 1970

14. FUTURE GOALS

PROPOSED BY COMPONENT FOR THIS REPORT
- [ ] RETAIN AS IS
- [ ] CHANGE
- [✓] DISCONTINUE
- [ ] OTHER (explain)

ESTIMATED SAVINGS: MAN-HOURS 36.4; DOLLARS 153.24

15. DATE OF INVENTORY: 10-8-70

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION: 25X1

18. EXTENSION: STAT

FORM 142

Classification

(22-36-43)

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